

UNITED STATES BANKRUPTCY COURT  
SOUTHERN DISTRICT OF INDIANA

**NOTICE OF REVISED GENERAL ORDER  
ON USE OF ELECTRONIC FILING AND  
OF NEW ECF ADMINISTRATIVE POLICIES  
AND PROCEDURES MANUAL**

The Court has issued General Order 09-0003, which replaces General Order 05-0001, and clarifies the requirement for attorneys and limited users to file cases and pleadings electronically. Here is a link to the new General Order:

<http://www.insb.uscourts.gov/WebForms/genorder/090003.pdf>

In addition, a new Electronic Case Filing Administrative Policies and Procedures Manual became effective July 1, 2009. A draft of that Manual was previously posted for public comment. Minor changes have been made after the comment period. Here is a link to the new Manual:

<http://www.insb.uscourts.gov/WebForms/Cmecf/ecfadmin.pdf>

The 'ex parte' filing events described in the Manual are not yet available. Notice will be given through the standard process advising of CM/ECF changes when those events are launched. Meanwhile, parties seeking to file a pleading ex parte should contact the Clerk's office for guidance.

In the future, enforcement of certain requirements in the General Order and the Manual will commence. In particular, Clerk staff will focus on: (a) use of electronic filing by all attorneys and registered limited users; (b) proper signature format; and (c) proper certificate of service format. A subsequent notice will provide further clarification on when enforcement begins and what it will involve.

July 1, 2009

/s/ Kevin P. Dempsey  
Clerk